



DATE: May 20, 2015

AGENDA ITEM # 3

**TO:** Design Review Commission  
**FROM:** Sierra Davis, Assistant Planner  
**SUBJECT:** 14-SC-41 – 1265 Estate Drive

### **RECOMMENDATION:**

Approve modification of design review application 14-SC-41 subject to the listed findings

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### **PROJECT DESCRIPTION**

This is a modification of a design review application for a new second-story balcony at 1265 Estate Drive.

### **BACKGROUND**

The project was reviewed by the Design Review Commission at the December 17, 2014 meeting for additions to the kitchen at the first story and master bedroom at the second story. The project also included a new basement. The project was unanimously approved and the staff report and minutes are included as Attachments B and C.

### **DISCUSSION**

The modification includes a new second story balcony with access from the master bedroom at the rear of the house. The lot coverage and floor area will remain the same, as the previous approval was for a covered porch at the first story. The modification will maintain the porch at the first story with a new balcony above.

The approved plans included a window in the master bedroom where the new access door to the balcony will be located. The balcony is oriented toward the rear yard and is seven-feet, eight inches by eight-feet, eight inches and is considered an active balcony based on its size. The Residential Design Guidelines suggest that maintaining privacy on adjacent properties should be taken into consideration when designing second-story balconies with a depth that exceeds four-feet. The Guidelines recommend that second-story balconies should use appropriate screening measures to lessen their privacy impacts, which can include solid railing to obscure sight lines and/or landscape screening. Although the balcony includes a 42-inch open safety railing, the existing landscaping of mature trees in the rear yard appears to provide adequate screening to maintain a reasonable degree of privacy.

## **PUBLIC NOTIFICATION**

This project was noticed to 12 nearby property owners in addition to an on-site posting for the Design Review Commission hearing.

## **ENVIRONMENTAL REVIEW**

This project is categorically exempt from environmental review under Section 15303 of the Environmental Quality Act because it involves the construction of a single-family dwelling.

Cc: Chris Anderson, Applicant and Designer  
Craig and Beth Menden, Property Owners

### Attachments:

- A. Application
- B. Design Review Commission Minutes, December 17, 2014
- C. Design Review Commission Staff Report, December 17, 2014

## FINDINGS

### 14-SC-41 Modification – 1265 Estate Drive

1. With regard to design review for the balcony addition to a single-family structure, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code that:
  - a. The proposed structure complies with all provision of this chapter;
  - b. The height, elevations, and placement on the site of the proposed structure, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
  - c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
  - d. The orientation of the proposed structure in relation to the immediate neighborhood will minimize the perception of excessive bulk;
  - e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
  - f. The proposed structure has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.









CITY OF LOS ALTOS  
GENERAL APPLICATION

Type of Review Requested: (Check all boxes that apply)

Permit #

1106391

<input type="checkbox"/>	One-Story Design Review	<input type="checkbox"/>	Sign Review	<input type="checkbox"/>	Multiple-Family Review
<input checked="" type="checkbox"/>	Two-Story Design Review	<input type="checkbox"/>	Sidewalk Display Permit	<input type="checkbox"/>	Rezoning
<input type="checkbox"/>	Variance(s)	<input type="checkbox"/>	Use Permit	<input type="checkbox"/>	R1-S Overlay
<input type="checkbox"/>	Lot Line Adjustment	<input type="checkbox"/>	Tenant Improvement	<input type="checkbox"/>	General Plan/Code Amendment
<input type="checkbox"/>	Tentative Map/Division of Land	<input type="checkbox"/>	Preliminary Project Review	<input type="checkbox"/>	Appeal
<input type="checkbox"/>	Subdivision Map Review	<input type="checkbox"/>	Commercial Design Review	<input type="checkbox"/>	Other:

Project Address/Location: 1265 ESTATE DR.

Project Proposal/Use: SINGLE FAMILY RESIDENTIAL

Current Use of Property: SINGLE FAMILY

Assessor Parcel Number(s) 193-36-023 Site Area: \_\_\_\_\_

New Sq. Ft.: ~~1020~~ 1020 Remodeled Sq. Ft.: 800 Existing Sq. Ft. to Remain: 3185

Total Existing Sq. Ft.: 3907 Total Proposed Sq. Ft. (including basement): ~~4781~~ 4781

Applicant's Name: CHRIS ANDERSON / DESIGN DISCOVERIES

Home Telephone #: 925-960-1924 Business Telephone #: 650-996-3489

Mailing Address: 1697 QUAIL CT.

City/State/Zip Code: LIVERMORE CA 94550

Property Owner's Name: CRAG & BETH MENDEN

Home Telephone #: \_\_\_\_\_ Business Telephone #: 650-843-5725

Mailing Address: 1265 ESTATE DR.

City/State/Zip Code: LOS ALTOS CA. 94024

Architect/Designer's Name: CHRIS ANDERSON Telephone #: 650-996-3489

\*\*\* If your project includes complete or partial demolition of an existing residence or commercial building, a demolition permit must be issued and finalized prior to obtaining your building permit. Please contact the Building Division for a demolition package. \*\*\*



APPROVED

## DISCUSSION

### 5. 14-SC-39 – Craftmen’s Guild, Inc. – 1419 Miravalle Avenue

Design review for a two-story house. The project includes 2,761 square feet on the first story, 927 square feet on the second story and 2,658 square feet in the basement *Project Planner: Lim*

Assistant Planner LIM presented the staff report recommending approval of design review application 14-SC-39 subject to the findings and conditions.

Project designer Mike Amini presented of the project. Property owner Mr. Lee stated that he spoke to their neighbors and there were no concerns raised. Neighbor Mark Millet questioned how long the basement excavation would take to complete. There was no other public comment.

The commissioners discussed the project and expressed their general support for the project, noting that it was a good design that fit in the neighborhood. There was concerned expressed about the clearstory element, but the Commission agreed that the larger lot mitigated it.

MOTION by Commissioner WHEELER, seconded by Commissioner MOISON, to approve design review application 14-SC-39 per the staff report findings and conditions, with the following additional condition:

- Add a new, six-foot solid fence with one or two feet of open lattice.

THE MOTION CARRIED UNANIMOUSLY (5/0).

### 6. 14-SC-41 – Design Discoveries – 1265 Estate Drive

Design review for an addition to an existing two-story house. The project includes an addition of 36 square feet to the first story, 85 square feet to the second story and 893 square feet in the basement. *Project Planner: Lim*

Assistant Planner LIM presented the staff report recommending approval of design review application 14-SC-41 subject to the findings and conditions.

Project architect Christopher Anderson presented the project. South neighbor Victoria Chang raised a concern about potential construction parking impacts. There was no other public comment.

The commissioners discussed the project and expressed their general support for the design.

MOTION by Commissioner MOISON, seconded by Commissioner MEADOWS, to approve design review application 14-SC-41 per the staff report findings and conditions.

THE MOTION CARRIED UNANIMOUSLY (5/0).

## COMMISSIONERS’ REPORTS AND COMMENTS

None.

## POTENTIAL FUTURE AGENDA ITEMS

None.





DATE: December 17, 2014  
AGENDA ITEM #6

**TO:** Design Review Commission  
**FROM:** Lily Lim, Assistant Planner  
**SUBJECT:** 14-SC-41 – 1265 Estate Drive

**RECOMMENDATION:**

Approve design review application 14-SC-41 subject to the findings and conditions

**PROJECT DESCRIPTION**

This project adds to the first and second story, and creates a new basement to an existing two-story structure. The project includes 2,445 square feet on the first story, 1,443 square feet on the second story and 893 square feet in the basement. The following table summarizes the project's technical details:

**GENERAL PLAN DESIGNATION:** Single-Family, Residential  
**ZONING:** R1-10  
**PARCEL SIZE:** 11,446 square feet  
**MATERIALS:** Composition asphalt shingle roof, cedar shingle siding, wood trim, and copper top roof

	Existing	Proposed	Allowed/Required
<b>COVERAGE:</b>	2,501 square feet	2,608 square feet	3,434 square feet
<b>FLOOR AREA:</b>			
First floor	2,410 square feet	2,445 square feet	
Second floor	1,397 square feet	1,443 square feet	
Total	3,807 square feet	3,888 square feet	3,895 square feet
<b>SETBACKS:</b>			
Front	25 feet	25 feet	25 feet
Rear	34 feet	34 feet	25 feet
Right side (1 <sup>st</sup> /2 <sup>nd</sup> )	12.5 feet/17.5 feet	12.5 feet/17.5 feet	10 feet/17.5 feet
Left side (1 <sup>st</sup> /2 <sup>nd</sup> )	11.5 feet/17.5 feet	11.5 feet/17.5 feet	10 feet/17.5 feet
<b>HEIGHT:</b>	27 feet	27 feet	27 feet

## **BACKGROUND**

The subject property is located in a Consistent Character Neighborhood, as defined by the City's Residential Design Guidelines. Estate Drive is a cul-de-sac street with landscaped shoulders and a rolled curb. The houses in this neighborhood tend to have similar characteristics of massing and streetscape character. The cul-de-sac is made up of larger, two-story homes with similar massing, three car garages and rustic materials. The properties have various street trees but do not have a distinct pattern along the street.

## **DISCUSSION**

In Consistent Character Neighborhoods, good neighbor design has design elements, materials, and scale found within the neighborhood. Proposed projects should "fit in" and lessen abrupt changes. Sizes of homes should not be significantly larger than other homes found in the neighborhood.

The proposed addition to the existing two-story structure is designed to be integral to the existing architecture. The addition consists of 36 square feet to the kitchen on the first story, 85 square feet to the master bathroom on the second story, and 893 square feet in the new basement. As part of the proposed basement addition, the existing attached garage will be demolished and rebuilt in the same location. The proposed garage has three attic dormers, which are consistent with the design of the overall structure.

The project also includes replacing existing siding materials with wood siding and stone veneer on the chimneys. Overall, the minor addition has been well integrated into the existing home and the new facade materials are compatible with the surrounding neighborhood.

### **Privacy and Landscape**

The Design Guidelines suggest placing windows, decks, and doors in such a way to minimize privacy impacts to neighboring properties. The size and placement of windows in the additions on the first and second story do not create any unreasonable privacy concerns. The new windows face the front and rear and no side windows are proposed.

The project will not remove any trees or propose any new landscaping. Currently, the property has sufficient landscaping and a mature Redwood tree in the front yard.

## **ENVIRONMENTAL REVIEW**

This project is categorically exempt from environmental review under Section 15301 of the Environmental Quality Act because it involves an addition to an existing single-family dwelling in a residential zone.

CC: Chris Anderson, Applicant and Designer  
Craig and Beth Menden, Property Owners

Attachments

- A. Application
- B. Neighborhood Compatibility Worksheet
- C. Maps

## FINDINGS

14-SC-41 – 1265 Estate Drive

With regard to the project, the Design Review Commission finds the following in accordance with Section 14.76.050 of the Municipal Code:

- a. The proposed structure complies with all provisions of this chapter;
- b. The height, elevations, and placement on the site of the propose structure, when considered with reference to the nature and location of residential structures on adjacent lots, will avoid unreasonable interference with views and privacy and will consider the topographic and geologic constraints imposed by particular building site conditions;
- c. The natural landscape will be preserved insofar as practicable by minimizing tree and soil removal; grade changes shall be minimized and will be in keeping with the general appearance of neighboring developed areas;
- d. The orientation of the proposed structure in relation to the immediate neighborhood will minimize the perception of excessive bulk and mass;
- e. General architectural considerations, including the character, size, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, and similar elements have been incorporated in order to insure the compatibility of the development with its design concept and the character of adjacent buildings; and
- f. The proposed structure has been designed to follow the natural contours of the site with minimal grading, minimum impervious cover, and maximum erosion protection.

## CONDITIONS

14-SC-41 – 1265 Estate Drive

1. The approval is based on the plans received on December 4, 2014 and the written application materials provide by the applicant, except as be modified by these conditions.
2. Obtain an encroachment permit issued from the Engineering Division prior to doing any work within the public street right-of-way.
3. The applicant/owner agrees to indemnify, defend, protect, and hold City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of City in connection with City's defense of its actions in any proceeding brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project.
4. **Prior to building permit submittal, the plans shall include:**
  - a. The conditions of approval shall be incorporated into the title page of the plans;
  - b. Verification that all new additions and altered square footage will comply with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code and provide a signature from a Qualified Green Building Professional; and
  - c. The measures to comply with the New Development and Construction and Construction Best Management Practices and Urban Runoff Pollution Prevention program, as adopted by the City for the purposes of preventing storm water pollution (i.e. downspouts directed to landscaped areas, minimize directly connected impervious areas, etc).
5. **Prior to final inspection:**
  - a. All front yard landscaping and privacy screening shall be maintained and/or installed as required by the Planning Division; and
  - b. Submit verification that the addition was built in compliance with the City's Green Building Ordinance (Section 12.26 of the Municipal Code).



# ATTACHMENT A



## CITY OF LOS ALTOS GENERAL APPLICATION

Type of Review Requested: (Check all boxes that apply)

Permit #

1106591

<input type="checkbox"/>	One-Story Design Review	<input type="checkbox"/>	Sign Review	<input type="checkbox"/>	Multiple-Family Review
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Project Address/Location: 1265 ESTATE DR.

Project Proposal/Use: SINGLE FAMILY RESIDENTIAL

Current Use of Property: SINGLE FAMILY

Assessor Parcel Number(s) 193-36-023

Site Area: \_\_\_\_\_

New Sq. Ft.: ~~1020~~ 1020

Remodeled Sq. Ft.: 800

Existing Sq. Ft. to Remain: 3185

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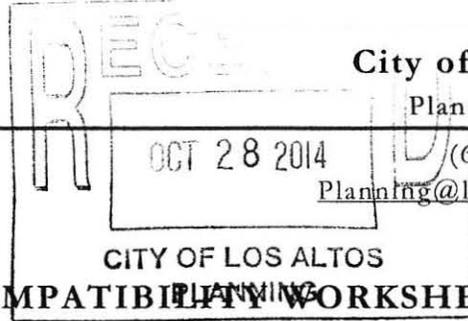
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(continued on back)





City of Los Altos  
 Planning Division  
 (650) 947-2750  
 Planning@losaltosca.gov

NEIGHBORHOOD COMPATIBILITY WORKSHEET

In order for your design review application for single-family residential remodel/addition or new construction to be successful, it is important that you consider your property, the neighborhood's special characteristics that surround that property and the compatibility of your proposal with that neighborhood. **The purpose is to help you understand your neighborhood before you begin the design process with your architect/designer/builder or begin any formal process with the City of Los Altos.** *Please note that this worksheet must be submitted with your 1<sup>st</sup> application.*

The Residential Design Guidelines encourage neighborhood compatibility without necessarily forsaking individual taste. Various factors contribute to a design that is considered compatible with a surrounding neighborhood. The factors that City officials will be considering in your design could include, but are not limited to: design theme, scale, bulk, size, roof line, lot coverage, slope of lot, setbacks, daylight plane, one or two-story, exterior materials, landscaping et cetera.

It will be helpful to have a site plan to use in conjunction with this worksheet. Your site plan should accurately depict your property boundaries. The best source for this is the legal description in your deed.

Photographs of your property and its relationship to your neighborhood (see below) will be a necessary part of your first submittal. Taking photographs before you start your project will allow you to see and appreciate that your property could be within an area that has a strong neighborhood pattern. The photographs should be taken from across the street with a standard 35mm camera and organized by address, one row for each side of the street. Photographs should also be taken of the properties on either side and behind your property from on your property.

This worksheet/check list is meant to help *you* as well as to help the City planners and Planning Commission understand your proposal. Reasonable guesses to your answers are acceptable. The City is not looking for precise measurements on this worksheet.

Project Address 1265 ESTATE DR. LOS ALTOS CA.  
 Scope of Project: Addition or Remodel  or New Home   
 Age of existing home if this project is to be an addition or remodel? 26  
 Is the existing house listed on the City's Historic Resources Inventory? No

Address: 1265 E. ATE DR  
Date: OCT. 21, 2014

### What constitutes your neighborhood?

There is no clear answer to this question. For the purpose of this worksheet, consider first your street, the two contiguous homes on either side of, and directly behind, your property and the five to six homes directly across the street (eight to nine homes). At the minimum, these are the houses that you should photograph. If there is any question in your mind about your neighborhood boundaries, consider a radius of approximately 200 to 300 feet around your property and consider that your neighborhood.

### Streetscape

#### 1. Typical neighborhood lot size\*:

Lot area: 12,000 square feet  
Lot dimensions: Length 150 feet  
Width 80 feet

If your lot is significantly different than those in your neighborhood, then note its: area \_\_\_\_\_, length \_\_\_\_\_, and width \_\_\_\_\_.

#### 2. Setback of homes to front property line: (Pgs. 8-11 Design Guidelines)

Existing front setback if home is a remodel? \_\_\_\_\_  
What % of the front facing walls of the neighborhood homes are at the front setback 80 %  
Existing front setback for house on left 25' ft./on right 25' ft.  
Do the front setbacks of adjacent houses line up? NO

#### 3. Garage Location Pattern: (Pg. 19 Design Guidelines)

Indicate the relationship of garage locations in your neighborhood\* only on your street (count for each type)  
Garage facing front projecting from front of house face 6  
Garage facing front recessed from front of house face 2  
Garage in back yard 0  
Garage facing the side 2  
Number of 1-car garages \_\_\_; 2-car garages 9; 3-car garages \_\_\_

Address: 1265 JAFFE DR  
Date: OCT. 21, 2014

**4. Single or Two-Story Homes:**

What % of the homes in your neighborhood\* are:  
One-story 20  
Two-story 80%

**5. Roof heights and shapes:**

Is the overall height of house ridgelines generally the same in your neighborhood\*? YES  
Are there mostly hip , gable style , or other style  roofs\*?  
Do the roof forms appear simple  or complex ?  
Do the houses share generally the same eave height YES?

**6. Exterior Materials:** (Pg. 22 Design Guidelines)

What siding materials are frequently used in your neighborhood\*?  
\_\_ wood shingle  stucco \_\_ board & batten  clapboard  
\_\_ tile \_\_ stone  brick \_\_ combination of one or more materials  
(if so, describe) STUCCO/BRICK HORIZ. SIDING/BRICK

What roofing materials (wood shake/shingle, asphalt shingle, flat tile, rounded tile, cement tile, slate) are consistently (about 80%) used?

If no consistency then explain: WOOD SHAKE & ASPHALT SHINGLES

**7. Architectural Style:** (Appendix C, Design Guidelines)

Does your neighborhood\* have a consistent identifiable architectural style?  
 YES  NO

Type?  Ranch  Shingle  Tudor  Mediterranean/Spanish  
 Contemporary  Colonial  Bungalow  Other

Address: 1265 LSTATE DR.  
Date: OCT. 21. 2014

**8. Lot Slope:** (Pg. 25 Design Guidelines)

Does your property have a noticeable slope? NO

What is the direction of your slope? (relative to the street)

\_\_\_\_\_

\_\_\_\_\_

Is your slope higher  lower  same  in relationship to the neighboring properties? Is there a noticeable difference in grade between your property/house and the one across the street or directly behind?

**9. Landscaping:**

Are there any frequently used or typical landscaping features on your street (i.e. big trees, front lawns, sidewalks, curbs, landscape to street edge, etc.)?

BIG TREES AND LAWN ARE TYPICAL THROUGHOUT THE GENERAL NEIGHBORHOOD

How visible are your house and other houses from the street or back neighbor's property?

FAIRLY VISIBLE

Are there any major existing landscaping features on your property and how is the unimproved public right-of-way developed in front of your property (gravel, dirt, asphalt, landscape)?

NO AND THE R.O.W. IS LANDSCAPE

**10. Width of Street:**

What is the width of the roadway paving on your street in feet? 30'

Is there a parking area on the street or in the shoulder area? YES

Is the shoulder area (unimproved public right-of-way) paved, unpaved, gravel, landscaped, and/or defined with a curb/gutter? \_\_\_\_\_

LANDSCAPE W/ CURB/GUTTER

Address: 1265 E. ATTE DR.  
Date: OCT. 21 2014

11. What characteristics make this neighborhood\* cohesive?

Such as roof material and type (hip, gable, flat), siding (board and batten, cement plaster, horizontal wood, brick), deep front yard setbacks, horizontal feel, landscape approach etc.:

EACH HOME ON THIS STREET ARE FAIRLY CONSISTANT AS THEY WERE ALL DEVELOPED BY THE SAME DEVELOPER W/ TYPICAL ROOFS SIDING AND DEEP FRONT YARDS

General Study

- A. Have major visible streetscape changes occurred in your neighborhood?  
 YES  NO
- B. Do you think that most (~ 80%) of the homes were originally built at the same time?  
 YES  NO
- C. Do the lots in your neighborhood appear to be the same size?  
 YES  NO
- D. Do the lot widths appear to be consistent in the neighborhood?  
 YES  NO
- E. Are the front setbacks of homes on your street consistent (~80% within 5 feet)?  
 YES  NO
- F. Do you have active CCR's in your neighborhood? (p.36 Building Guide)  
 YES  NO
- G. Do the houses appear to be of similar size as viewed from the street?  
 YES  NO
- H. Does the new exterior remodel or new construction design you are planning relate in most ways to the prevailing style(s) in your existing neighborhood?  
 YES  NO

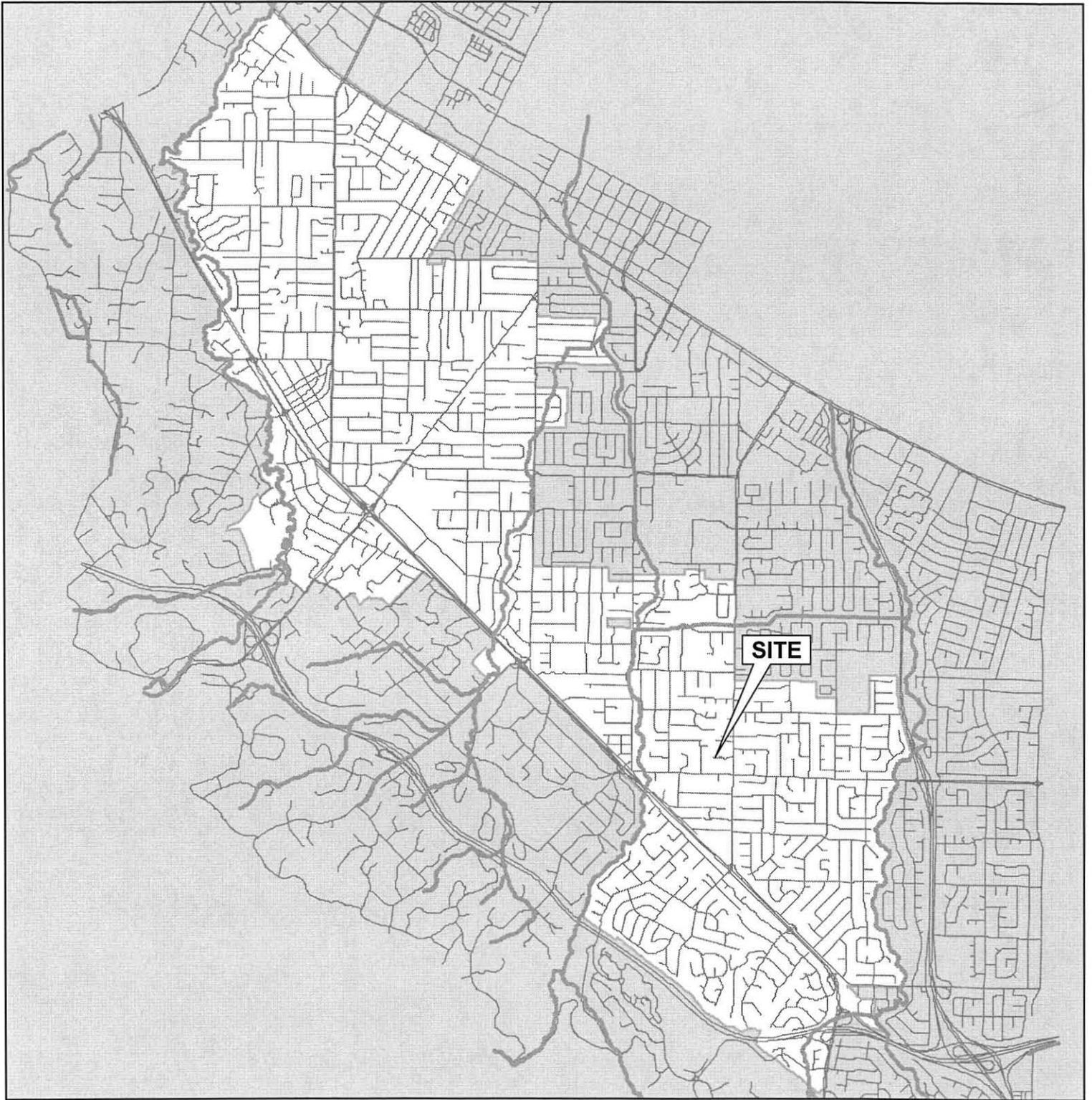
Address: 1265 ESTATE DR.  
 Date: OCT. 21. 2014

### Summary Table

Please use this table to summarize the characteristics of the houses in your immediate neighborhood (two homes on either side, directly behind and the five to six homes directly across the street).

Address	Front setback	Rear setback	Garage location	One or two stories	Height	Materials	Architecture (simple or complex)
1213 ESTATE	25'		FRONT	TWO	27'	STUCCO WD SHAKE	SIMPLE
1275 ESTATE	25'		FRONT	TWO	24'	STUCCO/BRICK WD SHAKE	SIMPLE
1261 ESTATE	25'		FRONT	TWO	25'	STUCCO/BRICK COMP SHINGLE	SIMPLE
1250 ESTATE	25'		FRONT	TWO	24'	STUCCO/BRICK COMP.	SIMPLE
1262 ESTATE	25		SIDE	TWO	23'	STUCCO BRICK WD. SHAKE	SIMPLE
1268 ESTATE	25'		FRONT	TWO	24	HORIZ SIDING WD. SHAKE	SIMPLE
1274 ESTATE	25		SIDE	TWO	23'	H. SIDING WOOD SHK.	SIMPLE
1276 ESTATE	25'		FRONT	TWO	23'	STUCCO/BRK WOOD SHK.	SIMPLE
1219 USA CT.	25'		FRONT	ONE	15'	STUCCO COMP	SIMPLE
1240	20'		SIDE	ONE	15	STUCCO COMP	SIMPLE

# AREA MAP



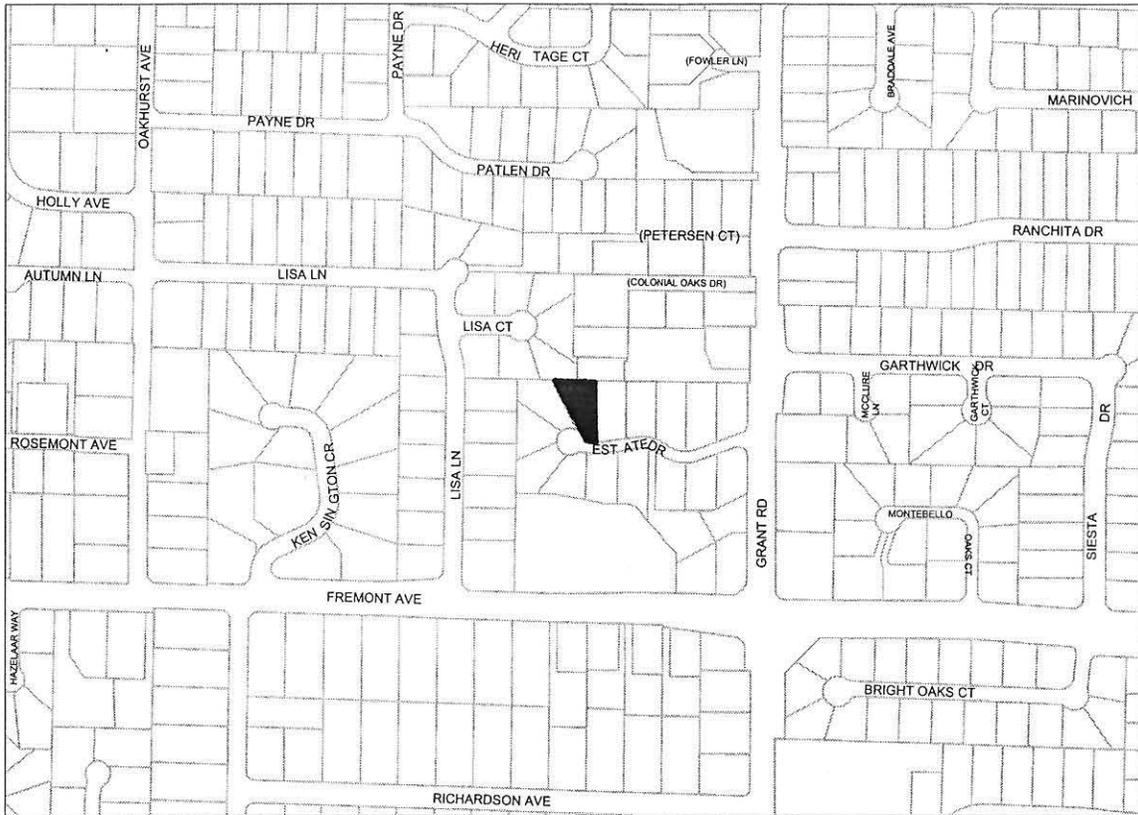
## CITY OF LOS ALTOS

**APPLICATION:** 14-SC-41  
**APPLICANT:** Design Discoveries /C. and B. Menden  
**SITE ADDRESS:** 1265 Estate Drive

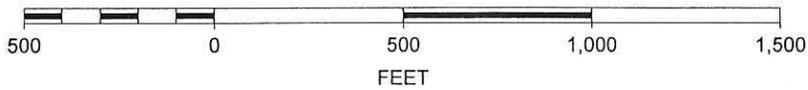


Not to Scale

# VICINITY MAP



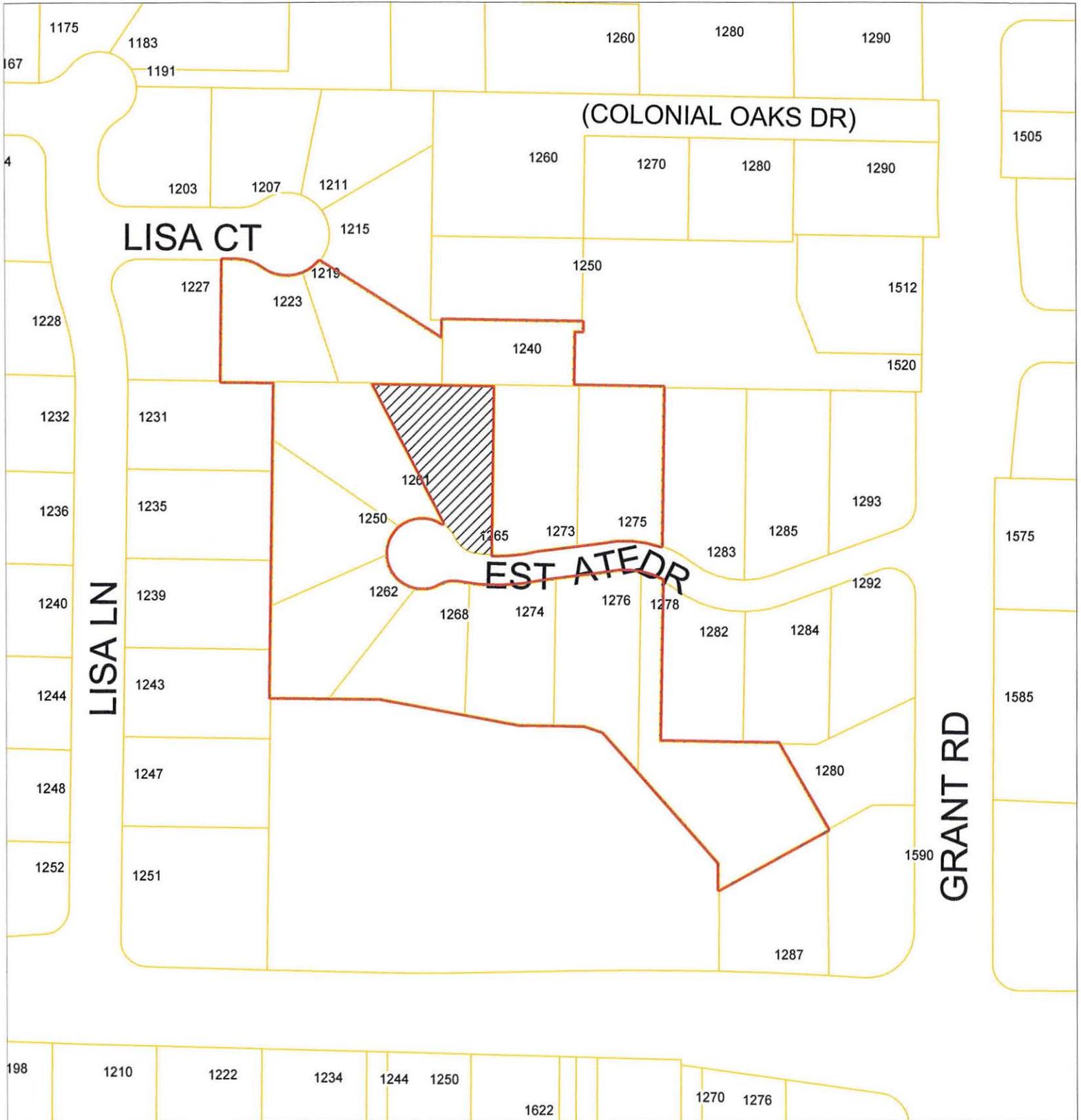
SCALE 1 : 6,000



CITY OF LOS ALTOS

**APPLICATION:** 14-SC-41  
**APPLICANT:** Design Discoveries /C. and B. Menden  
**SITE ADDRESS:** 1265 Estate Drive

# 1265 Estate Drive Notification Map



SCALE 1 : 1,500

